

**MINUTES OF THE GREENSBORO HISTORIC  
PRESERVATION COMMISSION  
CITY COUNCIL CHAMBER  
MELVIN MUNICIPAL OFFICE BUILDING  
APRIL 26, 2006**

**MEMBERS PRESENT:** CHAIR BOWERS, COLEMAN, HATFIELD, HENSLEY, KELLY, STOUT, WHARTON.

**STAFF PRESENT:** STEFAN-LEIH GEARY and Mike Cowhig, Housing and Community Development (HCD); MIKE WILLIAMS, City Attorneys Office.

**CALL TO ORDER**

Chair Bowers called the meeting to order at 4:04 p.m. and welcomed everyone to the meeting.

**INTRODUCTIONS AND PROCEDURES**

Chair Bowers introduced the Commissioners and staff and gave a brief overview of the procedures that the meeting would follow.

**STAFF AND SPEAKERS SWORN OR AFFIRMED**

All persons who intended to speak at the meeting, as well as staff, were sworn or affirmed. Chair Bowers said if anyone else decided to speak later, they would be sworn in at that time.

Commissioners confirmed that they had received their packets in a timely manner; no Commissioner had a conflict of interest with regard to any item on the agenda; no Commissioner had discussed any application prior to the meeting.

**APPROVAL OF ABSENCES:**

Mr. Cowhig said the absence of Commissioners Ayscue and Freyaldenhoven was approved.

**APPROVAL OF MINUTES FOR JANUARY 25, 2005 and March 29, 2006 MEETING:**

Ms. Hatfield moved approval of the January 25, 2005 and March 29, 2006 meeting as written, seconded by Mr. Stout. The Commission voted unanimously 6-0 in favor of the motion.

**APPLICATION FOR CERTIFICATE OF APPROPRIATENESS (PUBLIC HEARING):**

**A) Application No.748**

**Location: 902 Carolina Street**

**Applicant: Joe Thompson**

**Property Owner: Burt and Debbie Fields**

**Date Application Received: 3/13/06**

**(CONTINUED WITH 30-MINUTE LIMIT FOR DISCUSSION AT NEXT MEETING)**

**Description of Work:**

Replacement of window sash with matching wood insulated glass window sash.

**Staff comment and recommendation:**

Based on information contained in the application, the staff recommends in favor of granting this Certificate of Appropriateness with conditions. In the staff's opinion the proposed work will not be incongruous with the *Historic District Design Guidelines- Windows and Doors* (pages 55-61), for the following reasons:

**Fact**

The application proposes to replace the window sash in the existing 6 over 1 double hung wood windows with new wood insulated glass sashes to match the existing in material and appearance.

**Fact**

The original wood sashes with storm windows do not provide the energy efficiency desired by the property owner and are in a deteriorated state. To avoid removing the original window casing and other features associated with the original window profile, the property owner proposes to remove only that portion that is most deteriorated and will increase energy efficiency.

**Fact**

The proposed Marvin Wood Ultimate Insert Double Hung sash product is designed specifically to meet the needs of energy efficiency, avoid wholesale window replacement and be sensitive to the issues surrounding aging and ineffective windows in historic structures. In staff's opinion, the product has a favorable outcome when compared with each of the criteria as listed under guideline 3(b).

**Guidelines under Windows and Doors Page 57:**

- 1) Retain and preserve the pattern, arrangement, and dimensions of window and door openings on principal elevations. Often the placement of windows is an indicator of a particular architectural style, and therefore contributes to the building's significance. If necessary for technical reasons, locate new window or door openings on secondary elevations, and introduce units that are compatible in proportion, location, shape, pattern, size, materials, and details to existing units. For commercial and/or institutional buildings in need of a utility entrance on secondary elevations, select a location that meets the functions of the building, but is least visible from the street and causes the least amount of alteration to the building. It is not appropriate to introduce new window and/or door openings into the principal elevations of a contributing historic structure.
- 2) Retain and preserve original windows and doors, including such elements as sash, glass, sills, lintels, casings, muntins, trim, frames, thresholds, hardware and shutters. If repair of an original window or door element is necessary, repair only the deteriorated element to match the original in size, composition, material, dimension, and detail by patching, splicing, consolidating, or otherwise reinforcing the deteriorated section. The removal of historic materials shall be avoided.
- 3) When repair is not feasible, as determined by City staff, true divided light wood windows are an appropriate replacement product for original wood windows, when designed to match the original in appearance, detail, material, profile, and overall size as closely as possible. Double-pane glass may be considered when they are true divided and can accurately resemble the original window design.
  - a. It is not appropriate to replace true divided light windows with vinyl windows or windows with snap-in muntins.
  - b. Window products will be reviewed on an individual basis using the following criteria:
    - i. Kind and texture of materials.
    - ii. Architectural and historical compatibility.
    - iii. Comparison to original window profile.
    - iv. Level of significance of original windows to the architectural style of the building.
    - v. Existence of lead paint or other safety hazards.
    - vi. Material performance and durability.

**Condition:** That the approved material be the Wood Ultimate Insert Double Hung Sash and NOT the Clad Ultimate Insert Double hung Sash.

**In Support:**

Joe Thompson

**In Opposition:**

None

**Discussion:**

There was a discussion among the Commissioners, which resulted in several questions. Counsel Williams advised that if the Commissioners had basic questions they wanted answers to, they might wish to continue this item. Ms. Hatfield said she had not wanted the Guideline that requirement for window repair to be stated as it was, but they are the way they are. She felt that before the Commission made a determination, the Commissioners should know the condition of the windows being replaced. Mr. Wharton said perhaps the Commission would want to see the windows and definitely would want a sample of the replacement.

Ms. Geary said the Commission wanted to see a window sample, find out how it is installed, the condition of the present windows, was this product available when the Guidelines were revised and is a blower test available for this house.

There was a discussion about the Guidelines as to windows. The suggestion was made that perhaps these needed to be revisited and possible changes made.

**MOTION:**

After much discussion, Ms. Hatfield moved that Application No. 748 be continued to the Commission's next meeting and since there was so much discussion today, asked that discussions be limited to 30 minutes for this particular item, seconded by Mr. Stout. The Commission voted unanimously 6-0 in favor of the motion.

**ITEMS FROM COMMISSION CHAIRPERSON OR COMMISSIONERS:**

There was discussion about the use of storm windows and new technology and materials that are now available. Commissioner Hatfield asked that Guideline #3B be revisited and that the Commission should come to a decision on the use of new windows as opposed to repairing/replacing windows.

**ITEMS FROM DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT:**

**OVERVIEW OF SUMMIT AVENUE CORRIDOR PLAN**

Ms. Kuns said she wanted to talk with the Commission about some of the issues dealing with conforming and nonconforming structures in the historic districts with the proposed changes for areas that may be impacted. There are 6 recommendations, which she reviewed and discussed at length. Drawings were shown of what Summit Avenue could look like after some of the changes are made. Some of the things that are suggested are: encourage infill development that reinforces the streets architectural edge, reflects the historic character of the neighborhood, create a medium with street trees, along with private property street tree planting project and to emphasize the gateway. This matter will be before the Planning Board meeting May 17<sup>th</sup>.

Mike Cowhig stated he would still like for some of the Commission members to attend one of the HPC

meetings in Raleigh. They meet the 1<sup>st</sup> Monday of each month.

**SPEAKERS FROM THE AUDIENCE:**

None.

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There being no further business before the Commission, the meeting was adjourned at 5:35 p.m.

Respectfully submitted,

Mike Cowhig, Assistant Secretary  
Greensboro Historic Preservation Commission

MD/jd